

Divorce Part I
JOINT DIVORCE WITH MINOR CHILDREN
MILWAUKEE COUNTY

FILING FEES (\$0, with an approved fee waiver)

- **\$198.00**

FORMS AND COPIES NEEDED

- Joint Petition With Minor Children (*4 copies*)
- Confidential Petition Addendum (*0 copies*)
- Are there disagreements on child support, placement schedule, housing, debts, automobiles, etc? Do you want a court order to help resolve them?
 - If yes, complete the Order to Show Cause for Temporary Relief and the Affidavit for Temporary Relief without Minor Children (*5 copies*)
- Petition for Waiver of Fees for BOTH parties, if applicable

HOW TO REQUEST A FEE WAIVER

1. Fill out the Petition for Waiver of Fees.
 - Sign in front of a notary public (available in Room 104).
 - Bring proof of a month's worth of income or public benefits.
2. **Room G-9–Legal Resource Center** – will assist in printing proof of FoodShare (Quest card does not qualify as proof).
3. **Room 609–Chief Judge's Office** will approve or deny the Fee Waiver.

HOW TO FILE THE MOTION, SCHEDULE A COURT DATE (if needed), & SERVE PAPERS (required)

1. **Room 104 – Clerk of Courts Office**
 - File documents with cashier
 - Pay filing fee or present approved fee waiver
2. **Room 707 – Family Court Commissioner**
 - Clerk will give you a temporary hearing court date (if requested)
 - You will receive an **Administrative Dismissal Date**. This is not a court date—it is a deadline. Case will be dismissed if *all* remaining paperwork is not completed by this date.
3. **Room 101 – Child Support Services**
 - If you or your spouse have ever received public benefits, deliver a copy of the Summons and Petition (and request for a temporary order, if applicable) to Child Support Services

HOW TO COMPLETE REMAINING PAPERWORK

- Schedule your **Parent Education Class**
- Contact Milwaukee Justice Center by phone (278-2912) to set up an appointment for your "Part 2" paperwork. Help with Part 2 of divorce is **only** available by scheduled appointment; no walk-in appointments available.
- Bring complete Financial Disclosure (one for each person) and Parenting Plan worksheet to the Part 2 appointment.



This document was created by the
MILWAUKEE JUSTICE CENTER
November 2014